

## Office of Child Care Advisory Committee Retreat MINUTES

August 11, 2004  
9:00 a.m. – 1:00 p.m.

### 1. Welcome

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Annabel welcomed everyone to the retreat. Annabel will be the new Advisory Committee Chair. She announced that the new Sub-Committee chairs are: Carrie Stott for Public Awareness, Pete Maiden for Quality and Megan Cisney for Payment-to-Parent.

Annabel asked that everyone introduce themselves and tell us what they hope to accomplish by being on this committee:

*Attending:*

**Erin Trenbeath-Murray**- representing Head Start- hoping to be able to collaborate with all early childhood programs in the community.

**Megan Cisney**- represents child care center providers- has high hopes for what can be accomplished.

**Laura Oscarson-Wilde**- representing the child nutrition program- keep up with the early child care field, looking for partnerships in early childhood nutrition and to expand program.

**Leslie Bosen**- represents corporate community representative- interested in work/life issues and looking to open a child care program onsite for Blue Cross employees.

**Lori Maughan**- represents UAEYC- hoping to support important issues for children.

**Sheila Lewis**- represents PFCCA- make public aware of quality child care and what it means.

**Donna Crapo**- represents family child care providers- wants to get information out to providers and parents.

**Bobbie Ikegami**- Curious of board functions, wants to be involved in supporting School Age care and all providers. Goal is to have SA care in all school districts.

**Deb Wynkoop**- Interagency collaboration with OCC so licensing and OCC are coordinated in efforts and sharing information.

**Richard Starley**- Represent child care in inclusive settings

**Peter Corroon**- show legislatures and the public that businesses and employers rely on affordable child care to be successful and also to recognize child care providers.

**Judie Erickson**- Wants what we know is appropriate to be what the practice is: "Close the gap between what we know and what we do."

**Karen Crompton**- focus on policy and budget issues. Show how child care is an economic investment.

**Johnny Anderson**- Simplify subsidy, create and maintain even playing field for all providers.

**Carrie Stott**- Information sharing between CCRR and child care providers

**Steve Cuthbert**- Simplify and improve the subsidy process for parents and providers.

**Darin Brush-** Support the Advisory Committee and make sure we have the resources that we need.

**Lynette Rasmussen-** Be a good facilitator and to make meetings meaningful and worth everyone's time. Support Annabel in her position as Chair.

**Susyn Keel-** Provider Helpline

**Amie Huffman-** Quality Improvement Grants

**Shalome Orton-** Quality Improvement Grant Support Staff

**Dave Baldwin-** Child Care Policy

**Caroline Kueneman-** Youth Connections and School Age Care

**Colleen Fitzgerald-** Baby Steps and Infant Toddler Care

**Ann Stockham-** Child Care Policy

**Patrice Schell-** Data Analyst

**Lacey Quigley-** Support Staff and Work/Life Coordinator

**Teresa Whiting-** Professional Development Institute

**Christi Christian-** Support Staff

**Scott Anderson-** Budget Analyst for OCC

**Annabel Sheinberg-** excited to see what the office can do to make a difference. Wants to find a way to successfully measure outcomes and focus on public awareness.

#### *Rubber Band Activity*

People who care about child care are like a rubber band because:

You can stretch them out

They are resilient

They can hold a lot more than you thought they could

They can be stretched different ways and directions

It's a tool to bind everything together

Come in different shapes, sizes and colors

They keep things organized

They can come in strange packages

The more the stretch it the bigger it gets

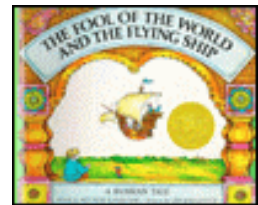
If it breaks you can tie it together and make it work again

#### *Darin Brush*

Darin has great confidence in OCC and the Advisory Committee. He would like to thank OCC and the Committee publicly on behalf of the Executive Director's Office.

Darin summarized a story, The Fool of the World and the Flying Ship. In this book, a young man must organize a crew to fly a ship around the world to complete tasks set by the King. Everyone makes fun of his crew for their strange talents. But in the end it's those individual talents that help the crew to complete the mission. The Advisory Committee is much like that crew in that we need everyone's individual talent and input in order to make a genuine difference.

In just subsidy cases alone, there are 11,000 kids in child care each day. This group understands the importance of the setting and quality that kids need to experience.



In the coming months, there will be work done to improve child care subsidy. Darin stands in support of the Advisory Committee's work and hopes that we will stay focused on the end goals.

## 2. Purpose of the Advisory Committee

There is "*History of OCC*" in the packets. Some highlights include:

- OCC collaborated with Utah State Office of Education to create a Pre-K to K Transition Specialist position.
- OCC is giving one-time funds to Child Care Licensing so that they can transition their paper-based system to automated notebook and database.
- OCC's offering playground improvement funds in the Quality Improvement Grant for child care centers.
- OCC will incorporate the National Family Child Care Accreditation Standards into the Quality Improvement Grant process.
- Contracting with BBC to do the Economic Impact Study on child Care
- The Care About Child Care Fund, a non-profit 501 (c)(3) corporation is created.
- The Training and Longevity Award is introduced.
- OCC supports the Governor's Read With A Child campaign.
- Workforce Information created the Two Tiers of Utah's Economic Recovery Presentation. Raylene has requested that WI create a report solely on the economic importance of child care by the end of September. She will be using this information at future committees.
- CCPDI was created. Teresa will be sending out detailed surveys this year to see if providers feel that CL and TLS have had an impact on their retention and professional development.
- Baby Steps project was introduced to address the high cost of infant care.

### *Statute*

Lynette went over the Advisory Committee Statute. The responsibility of the committee is to "counsel and advise the office in fulfilling its statutory obligations to include: review of and recommendations on the office's annual budget; recommendations on how the office might best respond to child care needs throughout the state; and recommendations on the use of new monies that come into the office, including those for the child care fund."

Lynette has had a difficult time finding someone to fill the parent slot. So, she is asking to change the language to a parent representative rather than a single parent on subsidy with children under the age of 12. The Committee agrees that is okay, but still would rather have a voice at the table of a parent who is actually on subsidy. Lynette was looking at the position in a way that the person who comes to the committee meetings would have a network to go back and do

something with the information that they received at the meetings. Some of the Committee members thought that it would be more valuable for us to hear from a parent who has been through this system and use that info in our decision-making, than for us to share info with a network.

Karen Crompton made a motion to take action in respect to the letter drafted to Raylene to amend the statute to say, "Representative of households receiving child care subsidy from DWS."

Second- Erin Trenbeath-Murray  
CARRIED

#### *Schedule*

Annabel asked the Committee if meeting on the second Wednesday of every month is working out okay for everyone. The Executive Committee thought it would be a good idea to not hold meetings in the summer months. The Advisory Committee would meet in September through May, with an orientation meeting in August for new members. The Committee agreed with this. The Sub-Committees will meet as needed.

#### *What else is in folders?*

- There is a rough outline of things that the Advisory Committee can work on throughout the year. The Towne Meetings are not going to happen because of other priorities that have recently come up in OCC. Also, the Care About Child Care Walk is being replaced with a theater night. More info on that will be sent out later.
- *Closing the Gap Between What We Know and What We Do* by Jack Shonkoff, M.D. Dr. Shonkoff is a former pediatrician turned advocate. He is a strong supporter of children. We would like to bring him to Utah to testify before the Legislature during the session. Raylene was excited when she found out that Annabel knew Dr. Shonkoff. Annabel was in one of his classes in Boston.
- Child Care Forum: "Defining the Next Steps in Utah"  
In 1998 Utah Children did a report on what needs to be done in Utah to improve child care. It is gratifying to know that OCC has done or is in the process of doing everything that is in that publication.

### 3. Office of Child Care's Goals

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#### *FY05 Goals*

A list of drafted goals is included in the folder. This is a working document and just an FYI. If anyone has any input on any of these items, please contact the Program Specialist.

#### *Key Indicators*

One of Annabel's goals as Advisory Chair is to focus on measurable outcomes of programs administered through OCC. Staff have identified some key indicators to help measure project success. OCC is now in the process of trying to organize a database to capture the information. The key indicators in the packet are OCC's

first attempt to try to recognize what data should be collected to measure success. OCC will be working with the Department's Workforce Information Department to help develop these key indicators. The Quality Sub-Committee may also have a part in developing the key indicators and database.

*Changes to the Quality Improvement Grant*

Amie mailed a letter to providers this week outlining changes that have been made to the Quality Improvement Grant.

QUESTIONS:

Q. Do we ever anticipate how many Grants will be mailed in? Are we at risk of not having enough money to fund all the qualifying applicants?

A. Providers are required to have an on-site review done by a TA Consultant from the CCRR. They can only do so many each grant period. This controls how many applicants can apply in any round.

Q. Are playground grants only available to centers that are referred by child care licensing?

A. No. Any center can apply for the playground grant. Center and Family providers can qualify for Quality Improvement Grants separate from any issues they have with CC Licensing. However, they must be in compliance with CC Licensing and cannot have a conditional license in the past year.

Q. Are there currently any Grants available that help people start a child care program?

A. We are in the last year of the Start-Up and Expansion Grants offered through OCC. These Grants were not very successful. The CCRRs do offer small start-up grants to family providers. In OCC's most recent Needs Assessment, we found that there is a large need for school age care and infant care in certain areas of the state. OCC is going to try to address those in the Youth Connections and Baby Steps Grants in the future. This project would need help from the Quality Sub-Committee.

Comment: It would be helpful to the Advisory Committee to have a "cheat sheet" of current grants offered by OCC and the stipulations of them. OCC will try to have this info ready at the September Advisory Meeting.

Q. Does OCC look at de-certification from the food program as a reason to not qualify for a Grant?

A. No. Because the food program is voluntary, we don't feel comfortable making it a disqualifier.

#### 4. Economic Impact Study

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OCC has contracted with BBC Research in Boulder Colorado to study the economic impact of child care in Utah.

BBC is a straightforward economic research and consulting firm that have done studies in other states and not only in child care. They are respected in all fields of economic study so this will not come off as an advocacy statement.

The study entails many surveys and will apply strict economic variables in the results. It will be data driven and not consist of "fuzzy" scenarios.

Peter Corroon would also like the report to show the impact that child care has on employers and be able to look at national data and how it relates to Utah.

There will be an interim report with the final report being done in January. BBC will update OCC monthly. As the study comes to a close we will be counting on Advisory Committee to look over documents and help with the presentation of the report. We want to do a press conference and meet with legislators and policy makers.

OCC and BBC are also asking the Provider Associations and CCRR to help in getting providers to participate in the survey. We would like to do a letter or invitation by phone to providers. Patrice will be contacting the Provider Association Presidencies later this week to coordinate how this will be done. This study will include licensed center and family providers, license exempt school age programs, and Head Start.

## 5. Budget

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Three years ago when Lynette became director of OCC, one of her main goals was to get as much of the quality money to providers as we could. CCDF requires that 4% be spent on quality initiatives. Currently OCC spends 18% on quality. This level of funding is in jeopardy. With the requirements that are on the table for reauthorization, money will have to come out of the quality budget to cover subsidy. This would cut OCC's budget in half. The Advisory Committee will be needed to help make choices on where to cut.

OCC has already been prioritizing and looking at what can be streamlined. Professional Development programs and CCRR will also look at ways to cut services and budget.

There are matching funds that we are not accessing and the availability of General Funds is scarce. Raylene is aware of the need for General Fund and is going to request funds again. Senator Hatch is committed to keeping the bill at 30 hours/wk, but he has a hard time going to the Feds with this if he doesn't even have support at the local level. Please contact him and show your support for not increasing work hours *and* increasing money for child care.

*Scott Anderson*

Scott described the 3 separate Child Care Development Fund Grants:

Mandatory Grant, Matching Grant, and Discretionary Grant (refer to handout in folder for definitions).

DWS uses mandatory and any available federal matching grant for subsidy. We can and do access TANF grant for subsidy. Currently, DWS uses 5 million in TANF money to help pay for child care. It is unclear if we can continue to do that this year. The TANF surplus is evaporating. This increases the urgency to draw down match.

We are able to access some of the matching grant by counting expenditures to Child Care Licensing. This brings in 1 million dollars. OCC was able to bring down 3 million in matching funds thanks to the Care About Child Care contributions and the Read With A Child Campaign. If we continue to use creative strategies, we can draw down match.

Richard Starley asked the question, "If OCC/DWS gets everything it asks for, what would we do?"

Do we serve more people with less, or less people with more? This is the most challenging question. Is the money one-time, or do we get it every year? This is well worth strategizing about. What would publicly assisted child care look like in Utah? We don't want to ask for something without thinking through what we would do with it if we got it.

Lynette would like to increase the entering and exiting levels but we need to feel secure in ongoing funding to implement that sort of change.

The Child Care Improvement Study was the first attempt in trying to simplify policy. There hasn't been much time to visualize what it could look like in the future. This committee could help envision what a different child care program could be like.

This is the perfect segue into Steve Cuthbert's subject on this agenda.

## 6. Subsidy Process Changes

Child Care Subsidy has been on a roller coaster. There have been some internal measures put on child care that makes it difficult to administer. A year ago a simplification study was done. Recommendations that were made and had no fiscal impact have been implemented.

The Executive Director's office feels that it is time to look at the subsidy program from top to bottom. When the first group met to do the simplification study, there was a box they had to fit in. Now that box has been opened up and the new study will lay everything on the table. Every idea is available to hash out.

Lynette and Steve will co-chair a group of high-level managers. Then, their ideas will go to the policy people to look at and refine. These recommendations need to be made in a short period of time.

In October, we can present an update and a roll out plan to implement the recommendations. A focus group of parents and providers will be involved.

## 7. Sub-Committees

Sub-committee chairs will be:

Quality- Pete Maiden

Payment-to-Parent- Megan Cisney

Public Awareness- Carrie Stott

OCC staff will complete the Sub-Committee Worksheet (in your folders) and email it out to the Advisory Committee and interested parties. If you are interested in that project, come to the meeting on the specified date. You can choose to be on sub-committees as a project interests you, or you may choose one sub-committee and stick with it. Sub-Committees will meet as needed.

## 8. Other Business

- The Child Care Licensing Advisory Committee meeting is tomorrow morning. There is a full agenda .All licensing rules will be modified. Licensing has been in contact with the playground specialists. They may do a conference in October. There will be vendors and workshops that focus on how to design a safe playground.
- UPCCA's 2<sup>nd</sup> annul Professional Manager Conference is October 9 at the Larry H. Miller, SLCC campus.
- Utah Children will be doing the candidate briefings again this year. They will schedule an hour with candidates and take information on the issues in the state regarding families, child care, health and safety. These are not public meetings, we want to welcome dialogue from the candidates. Last year we were able to secure an additional 1 million dollars for CHIP. Karen feels that may have been a result to these meetings.
- Jump Start Training for School-Age professionals will be Sept 13. For more info contact Bobbi Ikegami.
- Sept 24 & 25 is the PFCCA conference at UVSC. Being done this year with the CCRR.

## 8. 7 Blind Mice

Lynette read the story of the 7 blind mice. They each went to investigate a "something" that had come by their home. Each had a different interpretation of what the something might be. The 7<sup>th</sup> mouse researched what each mouse had concluded. Together, the mice discovered the something was an elephant. The moral of the story is that "Knowing in part might make a fine tale, but wisdom comes from seeing the whole."



9. Lunch

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NEXT MEETING SEPTEMBER 8.

**ADJOURN**

